



**Nevada Board for the Regulation of Liquefied Petroleum Gas**

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**NOTICE OF PUBLIC MEETING OF:  
THE BOARD FOR THE REGULATION OF LIQUEFIED PETROLEUM GAS**

**DATE: FRIDAY, AUGUST 20, 2004**  
**TIME: 10:00 A.M.**  
**LOCATION: THE BOARD OFFICE**  
**106 EAST ADAMS STREET**  
**ROOM 216**  
**CARSON CITY, NEVADA 89706**

**PLEASE NOTE:** Items may be taken out of order to accomplish business in the most efficient manner, however contested hearings under NRS 233B will occur at the time scheduled.

- 1) Call to order
- 2) Self introduction. (Members, staff and guests, including persons on the phone)
- 3) **\*Discussion and possible action** on the approval of the agenda.
- 4) **\*Discussion and possible action** on the approval/disapproval/changes of the minutes of the July 16, 2004 meeting.
- 5) **\*Discussion and possible action** on the presentation of the following applications to the Board members for consideration and/or approval:

No.	Class	Name	Supplier	Location
1	1A	Nevada Cylinder Refurbishing****	AmeriGas	Pahrump, NV
2	2B	Speedee Mart #112	White Rose Propane	Las Vegas, NV
3	2B	Sears Robuck and Co.	AmeriGas	Las Vegas, NV
4	4	Bob's Shell Service	Bi-State Propane	Carson City, NV
5	2B	Walgreens #07164	White Rose Propane	Henderson, NV
6	2B	Walgreens #03843	White Rose Propane	Las Vegas, NV
7	2B	Arco AM/PM #6303	White Rose Propane	Las Vegas, NV
8	3	Plumb Line Mechanical	N/A	Elko, NV
9	4	Carson City Shell	Bi-State Propane	Carson City, NV
10	4	Wendover Nugget Hotel & Casino	Turner Gas	Wendover, NV
11	4	Trailers Plus	Bi-State Propane	Yerington, NV
12	2B	Border Inn	Suburban Propane	Baker, NV
13	4	Coyote Corner # 2	Suburban Propane	Las Vegas, NV
14	2B	Express Mart	White Rose Propane	Las Vegas, NV
15	2B	Lakeside 76	Blue Energy	Reno, NV
16	2B	7-Eleven #26751	White Rose Propane	Las Vegas, NV
17	2B	7-Eleven #29660	White Rose Propane	Las Vegas, NV

**\*\* Ownership or name change, \*\*\* Tabled last meeting, \*\*\*\*Contingency review, \*\*\*\*\*Modification of existing installation**

- 6) Chief Inspector's Report. (General report on office, budget, training, testing, investigations, vehicles, etc.)
- 7) **\*Discussion and possible action** on the review of the financial reports (profit and loss, budget, etc.) and movement of funds between the Boards existing and/or new accounts and other items related to the Boards finances.
- 8) Deputy Attorney General's report.
- 9) Review Consumer Complaints that staff and industry were unable to resolve.
- 10) **\*Discussion of the following anonymous profiles of possible disciplinary action.** Board action will be limited to either dismissing the matter if the Board determines it has no jurisdiction over the subject or directing staff to pursue the matter further:
- 11) Reports and/or comments from Board members.
- 12) Industry report and comments.
- 13) Public comments.
- 14) **\*Discussion and possible action** on the Board staffs annual performance evaluations. The Board may move to close the meeting to consider the character, allegations of misconduct and professional competence of the Chief Inspector. Closed session will be discussion only; no action will be taken in closed session. Discussion and possible action in open session including but not limited to, promotion, retention, increase in pay, reduction in pay, suspension, demotion or termination of any member of the Board staff (Chief Inspector and/or Field Inspector)
- 15) **\*Discussion and possible action** on the hiring of a part time (temporary) office employee.
- 16) **\*Discussion and possible action** on general changes to NAC 590.100 to 590.650, Inclusive. Action will be limited to forming only the concept of a proposed change and to directing staff to prepare specific language for consideration by the board at a future meeting.
- 17) **\*Discussion and possible action** on general changes to NRS 590.465 to 590.645, inclusive. Action will be limited to forming only the concept of a proposed change and to directing staff to prepare specific language for consideration by the board at a future meeting.
- 18) **\*Discussion and possible action** on general changes to the Policy & Procedure Manual. Action will be limited to forming only the concept of a proposed change and to directing staff to prepare specific language for consideration by the board at a future meeting.
- 19) **\*Discussion and possible action** on the review and possible approval of the revised "Application for Underground LPG Storage Tank Installation"..
- 20) **\*Discussion and possible action** on changes to the sections of the NAC that relate to the qualified person requirements and the certificate of competency requirements. Specifically requiring all service technicians and delivery personal to verify their competency to work in the LP-Gas industry.
- 21) **\*Discussion and possible action** on changes to the following sections of the Policy & Procedure Manual: 3.24 Schedule of Board Office Procedures, 3.20 Office Hours, 4.4.1 Work Standards for Employees, 4.4.4 Sexual Harassment, 5.2 Audit, 5.3 Bonding, 5.4 Budget, 5.6 Deposits, 5.7 Payroll, 5.8 Expenditures, 5.10 Interest Bearing Checking Account, 5.13.
- 22) **\*Discussion and possible action** on NAC 590.250 and the procedure a licensee and/or supplier must follow when making equipment changes or modifications to an existing installation, including required forms and fees.
- 23) **\*Discussion and possible action** on the licensing procedures for existing and future class 2B installations (cylinder exchange). This may include but is not limited to physical installation requirements (vehicle protection, distance requirements, etc.), required plans and specifications to be submitted with the application, insurance requirements, and procedures the Board will follow.
- 24) **\*Discussion and possible action** on the review and possible approval of a standardized tank removal request form that would be utilized by consumers when they terminate service with a class 1 dealer.

- 25) **\*Discussion and possible action** on the Board and the Nevada Environmental Protection Agency coordinating their respective authorities governing LP-Gas facilities.
- 26) Chairman's request for items to be included on the next agenda.
- 27) **\*Discussion and possible action** on the approval of Board members' compensation, per diem and travel expenses.
- 28) **\*Adjourn.**

**\* Denotes items on which action may occur.**

**NOTICES POSTED AT THE FOLLOWING LOCATIONS**

Nevada Board for the Regulation of Liquefied Petroleum Gas office - Carson City, Nevada Board for the Regulation of Liquefied Petroleum Gas web site – [www.lpg.nv.gov](http://www.lpg.nv.gov), the Carson City Library, Carson City - Churchill County Library, Fallon - Las Vegas Library, Las Vegas - Douglas County Library, Minden, - Elko County Library, Elko - Goldfield Public Library, Goldfield - Eureka Branch Library, Eureka - Humboldt County Library, Winnemucca - Lincoln County Library, Pioche - Lyon County Library, Yerington, - Mineral County Library, Hawthorne- Tonopah Public Library, Tonopah - Pershing County Library, Lovelock - Storey County Library, Virginia City - Washoe County Library, Reno - White Pine County Library, Ely - Battle Mountain Branch Library, Battle Mountain

**Please Note:**

1. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the LP-Gas Board office in writing at P.O. Box 338, Carson City, Nevada 89702, or by calling (775) 687-4890. Please notify as soon as possible to allow time to secure any necessary equipment or provisions prior to the meeting.
2. Applicants are recommended to be in attendance at the meeting or available on the telephone to answer questions while the Board members are considering their application for approval. All companies involved with mediation hearings **MUST** have a representative available at the hearing!
3. Persons wishing to place items on an upcoming agenda should call the office 11 working days before the meeting at (775) 687-4890 to comply with the open meeting laws of Nevada.
4. Meetings are currently held the third Friday of every month, except in December and at special (called) meetings or workshops. Meeting dates & times are subject to change.
5. Persons/facilities desiring copies of the Board's agenda must submit their request in writing to the Board office every six months.